

Child Welfare Advisory Committee

June 8th, 2008

Committee Members Present

Jerry Foxhoven
Kathleen Kilnoski
Jean McAleer
Cynthia Cox
Mary Nelson
Nancy Magnall
Kathy Penkert
George Estle
Dave VanNingen
Ronald Stehl
Dick Moore
Miriam Landsman
Janet Petersen
Randal Peters

Committee Members Not Present

Tiffany Wilson
Matthew McDowell
James Seymour
Amanda Ragan

Guests

Diane Stahle, Iowa Attorney Generals Office

Call to Order

Jerry Foxhoven called the meeting to order. All staff signed in on the attendance log for roll call. Members then introduced themselves.

Approval of Minutes

The committee reviewed meeting minute from the April 4th face-to-face meeting. Kathleen Kilnoski moved to approve the minutes and Richard Moore seconded the motion. The minutes were approved with the understanding that they will be amended to reflect proper spelling of member names. The approval was unanimous.

The committee reviewed meting minutes from the April 11th conference call. It was noted that there were some misspellings of member names. The minutes will be amended to reflect the correction of member names. Kathy Penkert moved to pass the motion and Ron Stehl seconded the motion.

Public Records and Open Meetings

Diane Stahle of the Attorney General's office provided a brief overview of the parameters of the Child Welfare Advisory Committee and provided two handouts, a power point presentation and a copy of chapter 234, for the group to review. Diane Stahle will serve as council for the CWAC.

Diane Stahle confirmed that the CWAC is subject to the Iowa Records law, meaning that all meetings and records generated by the group are open to the public. At any time when a majority of the committee, 11 members, comes together it is considered an official meeting.

The conversation around open meetings and open record laws concluded and Diane Stahle left the meeting.

Developing a Mission

Jerry Foxhoven provided a copy of the statute that created the CWAC. In review of this the group agreed that it would be beneficial to review the Department's timeline for related issues such as budget planning, filing legislation, and the CFSR audit and then schedule CWAC meetings accordingly. It was also identified that it would be helpful to receive a listing of other committees and groups that the CWAC may be aligned with and/or in conflict with regarding the issues that the CWAC has been developed to address. There was a consensus that as the group began to identify specific issues to look at it would become more clear what information DHS would need to provide regarding policy, budget, federal requirements, etc. A request was made for a listing of what all child welfare encompasses. This could be provided through the presentation of a summary of the DHS budget. A suggestion was also made to think about what product this committee would like to develop and use that to determine what issues are looked at and to what extent.

It was clarified that statute indicates that the CWAC advises the Department and not the legislature. This generated discussion around when the group should go to the legislature.

To wrap up Jerry Foxhoven clarified that the Department will provide a rough timeline of related events to the CWAC, a listing of related groups and reports they issue and to provide a copy of those most recent reports, a summary of the Departments most recent budget proposal, and lastly that this group be driven by the issues. Based on this the group agreed that they would like to have a report to DHS in October 2008 and then review DHS's budget package in November. Janet Petersen shared with the group that there is potential for an emergency session in August to look at flood impact and that the CWAC may want to begin developing a report around flood impact to present in August.

Mary Nelson reminded the group that they are welcome to participate in a case review. To participate CWAC members should email Mary Nelson at mnelson1@dhs.state.ia.us.

Creating Structure for the CWAC

The group first looked at leadership and agreed that the establishment of a chair and vice-chair is sufficient. The group then discussed terms for leadership. George Belitsos moved that the terms for chair and vice-chair last for two years and that for these positions currently this would be retro active to the date of election, which was April 4, 2008. The motion was seconded by Cindy Cox and passed unanimously.

The group next discussed procedures for voting and whether or not to look for consensus in voting or majority. A suggestion was made that the group should move to a “majority rules” voting process and that any reporting should include a minority report. George Belitsos motioned that action items require a vote and that if there are dissenting votes the individual(s) that were not in agreement may elect to have their reason and rationale for dissent captured in the meeting minutes. Kathleen Kiloski seconded the motion. This was passed unanimously.

Jerry Foxhoven began a discussion around the need for subcommittees and how to structure those. George Belitsos reminded the group of how Illinois has structured their subcommittees. The group agreed that subcommittee co-chairs must be from the CWAC and that the co-chairs would be responsible for determining who would be pulled in to serve on the subcommittees. The committee agreed that members of the CWAC outside of those elected as co-chairs may serve on any of the committees that they choose. It was also agreed that anytime a committee is formed the CWAC members would be asked for input around whom from outside the CWAC should be asked to participate. Subcommittees would make recommendations to the CWAC but would not make decisions. Initially these groups will be established as ad hoc committees. Subcommittees will be expected to provide reports and/or updates to the CWAC. The group agreed that a motion was not needed to establish these discussed guidelines but will put them into place as issues are identified that may require the creation of a subcommittee.

Discussion of Pre-Reading Materials

Mary Nelson went through each of the documents provided as pre-reading and gave a brief summary. There were 12 documents provided for pre-reading.

Jerry Foxhoven provided a brief overview of what would occur at the meeting on 6/9.

Jerry Foxhoven adjourned the meeting at 4:56p.

Child Welfare Advisory Committee

June 9th, 2008

Committee Members Present

Dave Van Ningen
Jean McAleer
Randal Peters
Kathleen Penkert
Jerry Foxhoven
Mary Nelson
Kathleen Kilnoski
George Belitsos
Miriam Landsman
Nancy Magnall
Cynthia Cox
Janet Petersen
Ronald Stehl
George Estle
Dick Moore

Committee Members Not Present

Tiffany Wilson
Matthew McDowell
James Seymour
Amanda Ragan
Kevin Concannon

Guests

John Pollak, LSA
Kate Walton, Governor's Office

Jerry Foxhoven called the meeting to order and took roll. There were five members of the committee absent.

Jerry Foxhoven opened up the conversation by asking the group for suggestions on what issues the CWAC should begin to look at and consider taking action on. Following the development of the list of possible issues for the CWAC to address, Jerry Foxhoven requested that the group go back and discuss and prioritize those issues. The group then discussed the identified issues to determine how to prioritize them. It was suggested that the group start with four or five issues in order to have enough time and resources to

provide meaningful work around each issue. A decision was made to create the following four subcommittees:

Permanency

Co-Chairs: George Belitsos, Dick Moore

Members: Kathleen Penkert, Nancy Magnall, Kathleen Kilnoski,
Miriam Landsman, Margaret Wright

The purpose of this group is to look at several factors where permanency is a concern. This includes but is not limited to: children aging out of the system, outcomes for children aging out of the system, children that are not adopted, and parent child visitation. The group will look at the challenges to permanency for these populations and work to develop potential solutions.

Capacity

Co-Chairs: Miriam Landsman, Kathleen Penkert

Members: George Estle, Jean McAleer, Ron Stehl, David VanNingen,
Dick Moore, Mary Nelson

The purpose of this group is to look at a wide array of topics that impact community capacity, provider capacity and department capacity to meet the needs of children and families of Iowa. Some of the topics addressed will include the RFP process, staff retention, community dollars and improved working conditions for staff.

Education

Co Chairs: Nancy Magnall, Randy Peters

Members: Ron Stehl, Cynthia Cox, Kathleen Kilnoski

The purpose of this group is to look at educational concerns for children in care. This includes the transfer of meaningful records, collaboration between schools, involvement of caseworkers and individuals working with children in care, proper education placement and the interplay of psychosocial impact.

Diversity

Chair: Jerry Foxhoven

Members: George Belitsos, David VanNingen, Mary Nelson

The purpose of this group is to look at diversity and over representation of minorities within the child welfare system.

The first assignment for the subcommittees is to evaluate the scope of the issues they will address and identify what areas around these issue can be addresses and result in a completed work product by October. Co-Chairs will be responsible to, after today, develop the formal sub-committee, schedule a meeting, and begin work to bring back to the CWAC no later than October.

A request was made for a listing of all known existing committees or groups doing work around these issues.

The CWAC will next meet Monday, September 8th 10:30a – 2:30p

Jerry Foxhoven adjourned the meeting at 12:13p